



Michael R. Pence, Governor
State of Indiana

Division of Disability and Rehabilitative Services
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To: Bureau of Developmental Disabilities Services Providers
From: Cathy Robinson, Director, Bureau of Developmental Disabilities Services
Re: Uploading of reports into the Advocare Provider Portal
Date: February 16, 2016

Increasing communication and improving the quality for all Home and Community-Based Service waiver recipients is an ongoing priority for the Bureau of Developmental Disabilities Services (BDDS). With this in mind, effective April 1, 2016, BDDS will require that all providers upload monthly/quarterly reports for each individual they serve into the Advocare Provider Portal. If your agency has not accessed, or has not enrolled in, the Provider Portal please contact Advocare support at Support@uadvocare.com and they will provide information on enrollment and access. BDDS has also posted information and training on the Provider Portal on the [Division of Disability and Rehabilitative Services Announcements webpage](#).

Prior to April 1, 2016, case managers have been responsible for ensuring the month/quarterly reports were saved into the Provider Portal. BDDS believes that it is more efficient for providers to place their reports directly into the Portal for review by the entire Individualized Support Team. Case managers will continue to be responsible for ensuring that provider reports are received by the individual receiving services and their guardians, if applicable.

If you have questions about the Advocare Provider Portal please email Advocare at Support@uadvocare.com.

